

DEPARTMENT OF BUILDING AND  
ZONING  
OF COOK COUNTY, ILLINOIS

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[www.cookcountyil.gov/BuildingZoning](http://www.cookcountyil.gov/BuildingZoning)

**TO:** Unincorporated Northfield Township Residents

**FROM:** Cook County Building & Zoning Department

**RE:** **New Single Family Construction, additions, garages, exterior work, and grading changes in Unincorporated Northfield Township that require a grading plan.**

Please be advised that effective May 25, 2012, Cook County Building and Zoning will not issue any permits for new construction or substantial room addition(s) in unincorporated Northfield Township until the following documents are submitted:

1. Permit (\*if applicable) from the Northfield Township Road District Highway Commissioner (847-724-7055) with approved (signed, sealed and dated) site engineering/grading drawings (3 sets) from the Daniel Creaney Company (Northfield Township Road District Engineer).

**\*NOTE:** If the scope of work does not require an engineering review, we will need a waiver from the Highway Commissioner attesting to the fact.

2. Approval (signed and dated) permit or letter for water and/or sanitary sewer service from the service provider.

**NOTE:** If the work does not require a water or sanitary service permit, we will need a waiver from the service provider.

**Please Note:** We will not issue a permit unless you first secure a site engineering approval from the Northfield Township Road District at 1928 Lehigh Avenue, Glenview. (847-724-7055)

**You can** apply for any other Cook County permits except the aforementioned and submit the Northfield Township Road District permit or waiver while the Cook County permit is being processed